Directorate of Technical Education
Chennai - 600 025

Online Nominal Roll Editing
(Tatkal Phase)
User Manual

August 2014

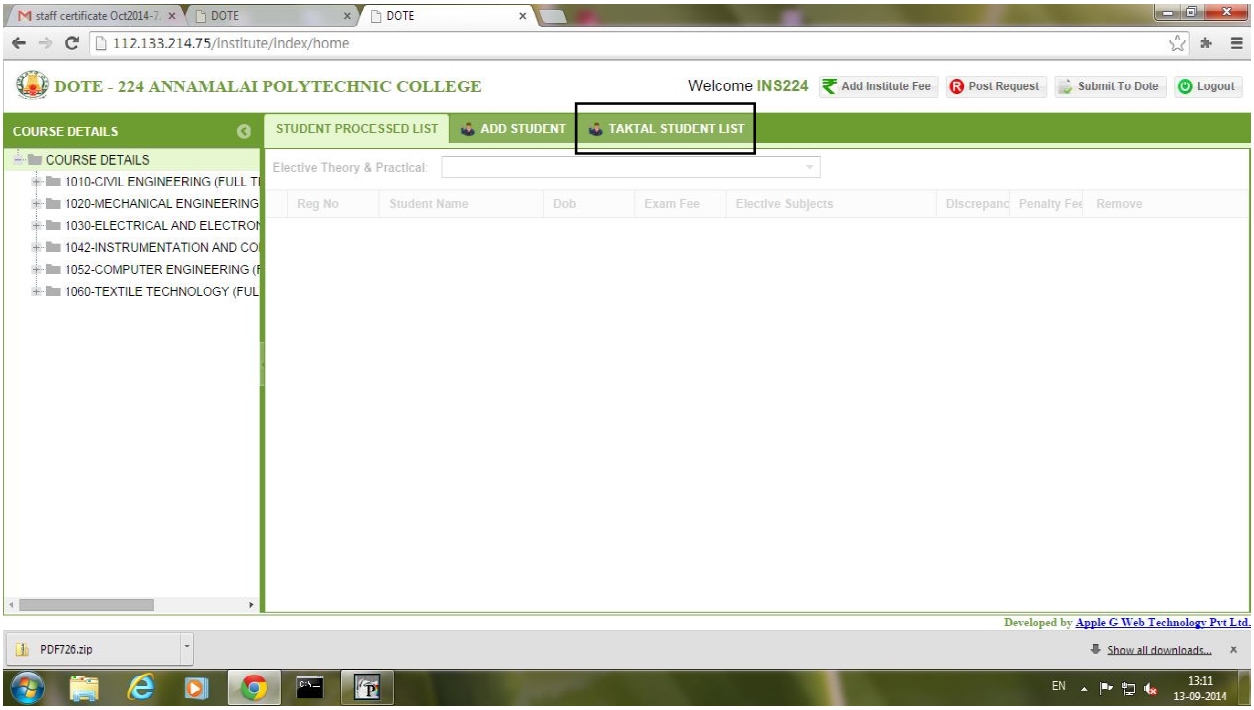
Online Nominal Roll (Tatkal) Editing

Please read the Online NR Manual (previously published) carefully, since this Manual is only an extension to the previous manual.

Open any compatible browser and type the URL: 112.133.214.75

Login to the portal using the credentials given to you.

After successful login, the following screen will appear:

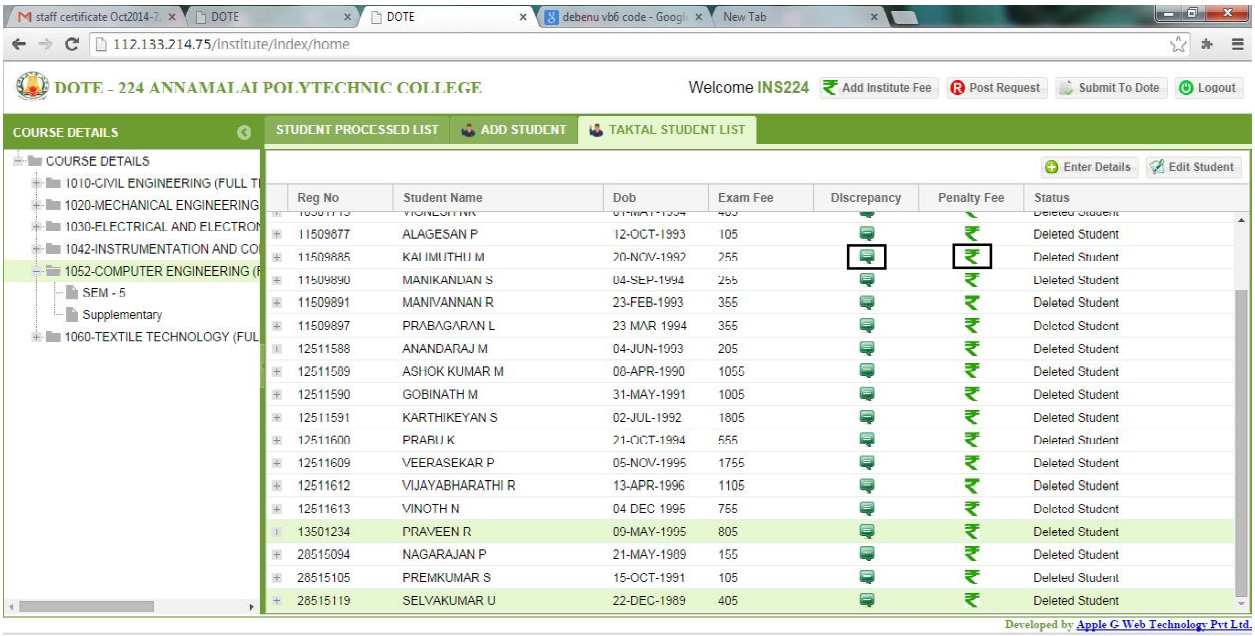


It will have three buttons:

(1) Student Processed List
(2) Add Student
(3) Tatkal Student List.

The outcome of first phase of NR editing (i.e. upto fine of Rs. 100) will be displayed as **Student Processed List**, for which **Add Student** button will be disabled.

Online Nominal Roll (Tatkal) Editing



All deleted students (i.e. examination fee not paid cases of first phase) will be automatically displayed as **Tatkal Student List**. To view the list, click the **Course Name** in the left pane and click **Tatkal Student List** button.

If a student in the **Tatkal Student List** remitted examination fees with Tatkal Fine of Rs. 500, just click the Penalty Fee icon.

The fine amount will be automatically displayed as Rs. 500. Click **Save** to confirm. A confirmation dialog box will be displayed. Press **Yes** to confirm, **No** to cancel.

Online Nominal Roll (Tatkal) Editing

On confirmation, the remarks will be changed to **Processed**.

112.133.214.75/institute/index/home
DOTE - 224 ANNAMALAI POLYTECHNIC COLLEGE
Welcome IN3224
Add Institute Fee
Post Request
Submit To Dote
Logout
COURSE DETAILS
STUDENT PROCESSED LIST
ADD STUDENT
TAKTAL STUDENT LIST
Enter Details
Edit Student
Reg No
Student Name
Dob
Exam Fee
Discrepancy
Penalty Fee
Status
11509877 ALAGESAN P 12-OCT-1993 105 Deleted Student
11509885 KALIMUTHU M 20-NOV-1992 255 Deleted Student
11509891 MANIVANNAN R 23-FEB-1993 355 Deleted Student
11509897 PRABAGARAN L 23 MAR 1994 355 Deleted Student
12511588 ANANDARAJ M 04-JUN-1993 205 Deleted Student
12511589 ASHOK KUMAR M 08-APR-1990 1055 Deleted Student
12511590 GOBINATH M 31-MAY-1991 1005 Deleted Student
12511591 KARTHIKEYAN S 02-JUL-1992 1805 Deleted Student
12511609 VEERASEKAR P 05-NOV-1995 1755 Deleted Student
12511612 VIJAYABHARATHI R 13-APR-1996 1105 Deleted Student
12511613 VINOTH N 04 DEC 1995 755 Deleted Student
13501234 PRAVEEN R 09-MAY-1995 1305 Processed
20515094 NAGARAJAN P 21-MAY-1989 155 Deleted Student
28515105 PREMKUMAR S 15-OCT-1991 105 Deleted Student
28515119 SELVAKUMAR U 22-DEC-1989 405 Deleted Student
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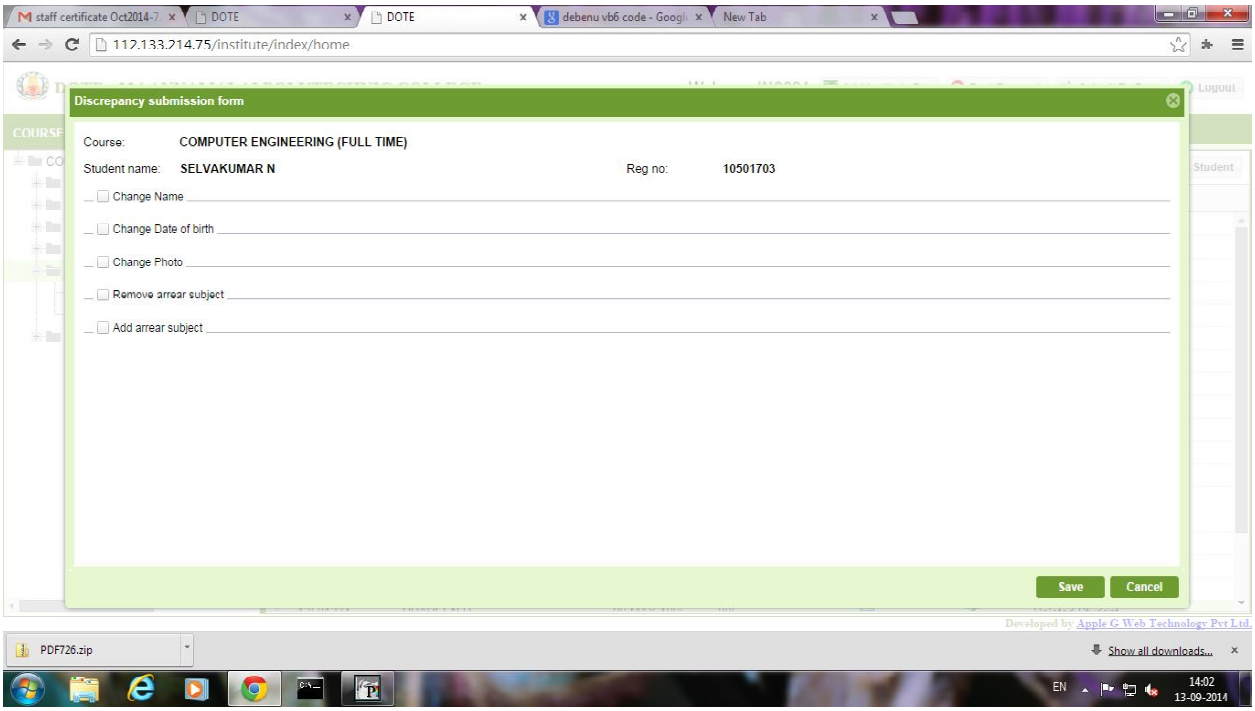
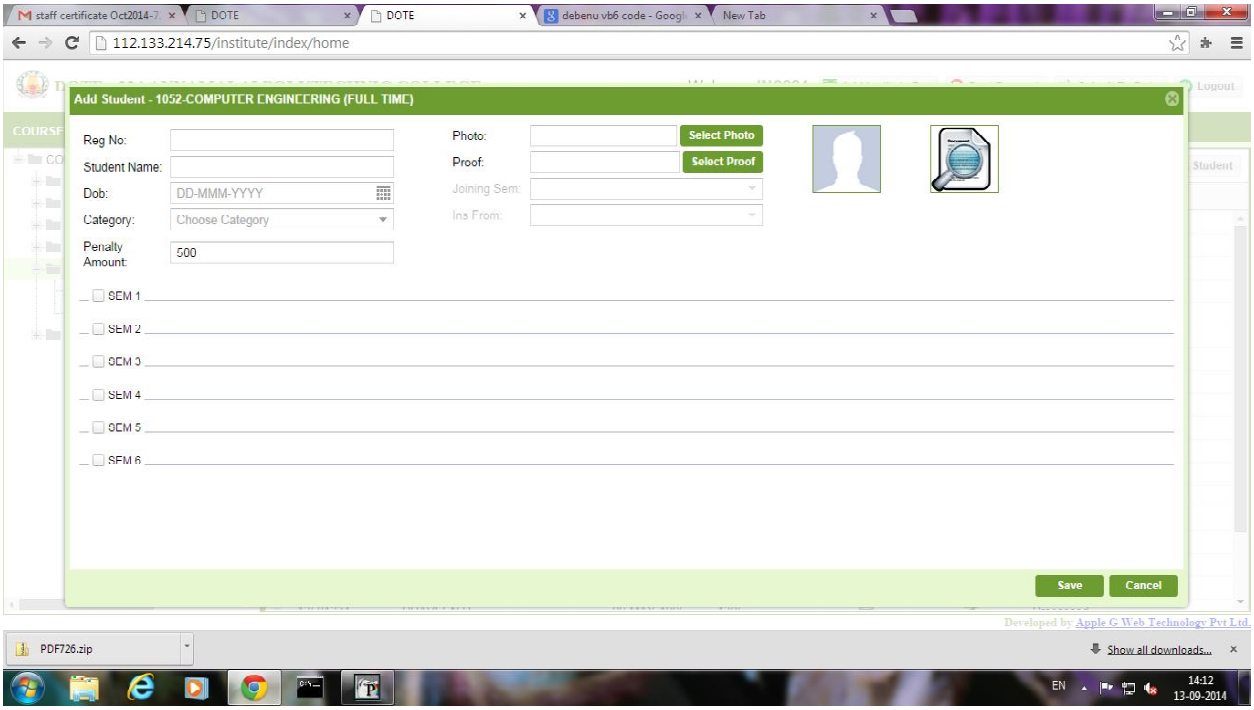
Please be cautious since once confirmed, the action cannot be revoked.

Online Nominal Roll (Tatkal) Editing

If you have any discrepancy for any student who remitted examination fees under Tatkal Scheme, click the **Discrepancy** icon.

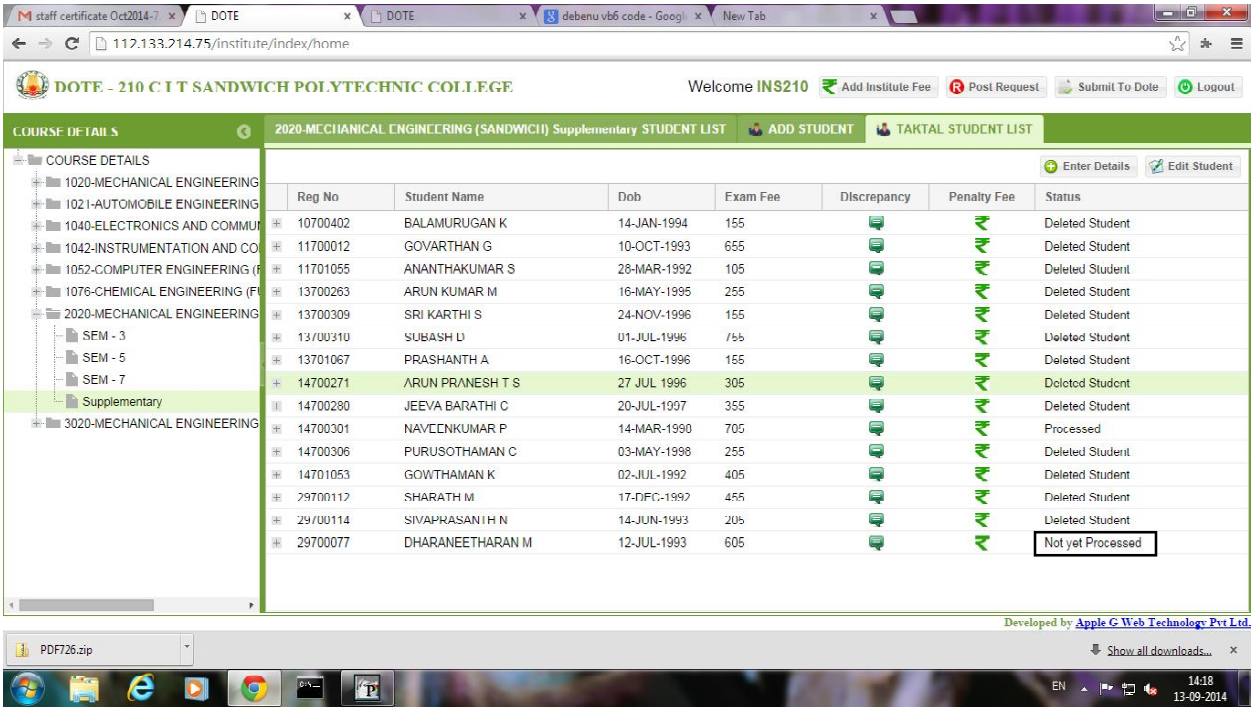


If a student whose name is not found in the **Tatkal Student List**, you can add the details of the student, clicking **Enter Details** button. **Do not forget to select the course in the left panel, before clicking Enter Details button.**



Online Nominal Roll (Tatkal) Editing

The remarks for the student will be displayed as **Not yet Processed.** The entries will be scrutinized at the end by DOTE Computer Center.


DOTE - 210 C I T SANDWICH POLYTECHNIC COLLEGE
Welcome INS210
Add Institute Fee
Post Request
Submit To Dote
Logout
COURSE DETAILS
2020-MECHANICAL ENGINEERING (SANDWICH) Supplementary STUDENT LIST
ADD STUDENT
TAKTAL STUDENT LIST
Enter Details
Edit Student
Reg No
Student Name
Dob
Exam Fee
Discrepancy
Penalty Fee
Status
10700402 BALAMURUGAN K 14-JAN-1994 155 Deleted Student
11700012 GOVARTHAN G 10-OCT-1993 655 Deleted Student
11701055 ANANTHAKUMAR S 28-MAR-1992 105 Deleted Student
13700263 ARUN KUMAR M 16-MAY-1995 255 Deleted Student
13700309 SRI KARTHI S 24-NOV-1996 155 Deleted Student
13701067 PRASHANTH A 16-OCT-1996 155 Deleted Student
14700271 ARUN PRANESH T S 27 JUL 1996 305 Deleted Student
14700280 JEEVA BARATHI C 20-JUL-1997 355 Deleted Student
14700301 NAVEENKUMAR P 14-MAR-1990 705 Processed
14700306 PURUSOTHAMAN C 03-MAY-1998 255 Deleted Student
14701053 GOWTHAMAN K 02-JUL-1992 405 Deleted Student
29700077 DHARANEETHARAN M 12-JUL-1993 605 Not yet Processed
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After completing the editing works, click **Add Institute Fee** button.

Enter details of examination fee remitted to DOTE (A) Without fine (B) with fine of Rs. 100 and (C) with fine of Rs. 500 (tatkal). If you have remitted examination fee at a particular instant, using more than one chalan, **add them and give the total figure only**.

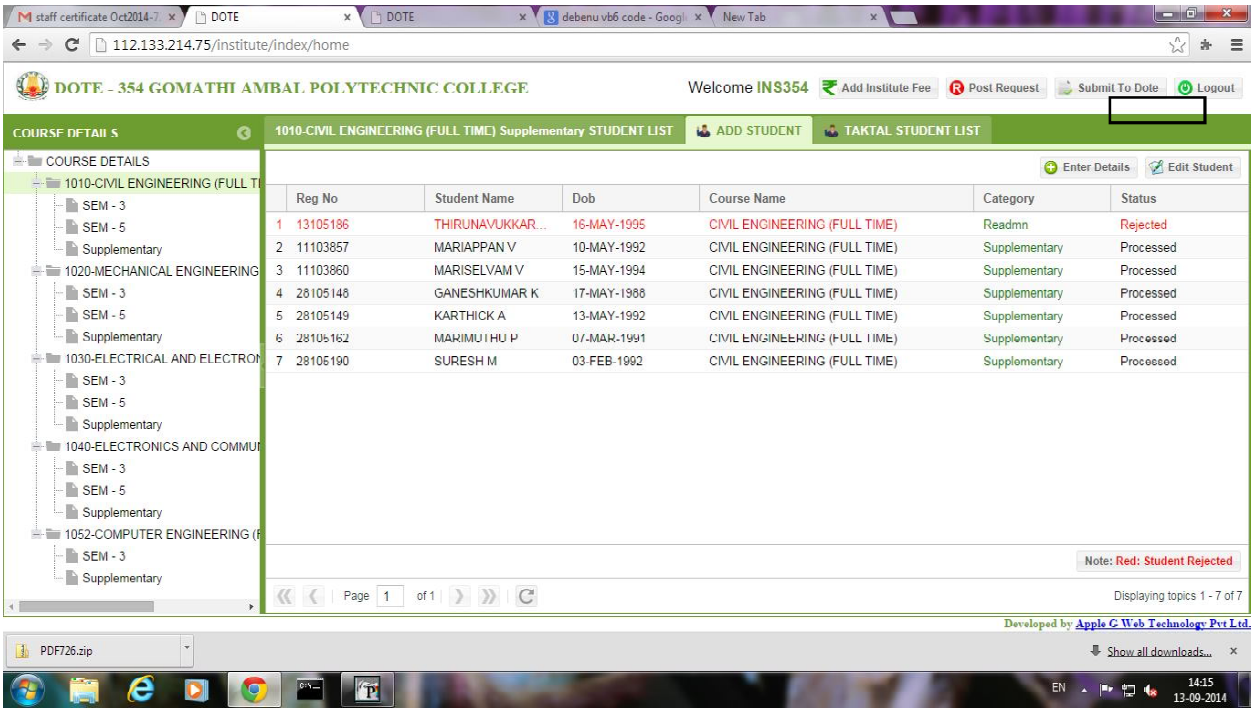
For example, an institution paid examination fee without fine by four remittances such as Rs. 1,00,000, Rs. 1,00,000, Rs. 50,000 and Rs. 5,000. The figure to be entered in **Without Fine (A)** is Rs. 255000 (total amount i.e. 100000+100000+50000+5000). Press **Save** to confirm. The Total Amount will be automatically displayed. **Please be cautious since the action cannot be revoked.**

Online Nominal Roll (Tatkal) Editing

If there is any issues in the **Add Student** in the **first phase**, the status for that student will be shown as **Rejected** in the Add Student list.

Please use **Post Request** option to enable the student.

In the **Post Request**, please give Reg. No. of the student. Once it is enabled, editing is possible only for that student.


112.133.214.75/institute/index/home
DOTE - 354 GOMATHI AMBAL POLYTECHNIC COLLEGE
Welcome INS354
Add Institute Fee
Post Request
Submit To Dote
Logout
COURSE DETAILS
1010-CIVIL ENGINEERING (FULL TIME) Supplementary STUDENT LIST
ADD STUDENT
TAKTAL STUDENT LIST
Enter Details
Edit Student
Reg No | Student Name | Dob | Course Name | Category | Status
1 13105186 THIRUNAVUKKAR... 16-MAY-1995 CIVIL ENGINEERING (FULL TIME) Readmn Rejected
2 11103857 MARIAPPAN V 10-MAY-1992 CIVIL ENGINEERING (FULL TIME) Supplementary Processed
3 11103860 MARISELVAM V 15-MAY-1994 CIVIL ENGINEERING (FULL TIME) Supplementary Processed
4 28105148 GANESHKUMAR K 17-MAY-1988 CIVIL ENGINEERING (FULL TIME) Supplementary Processed
5 28105149 KARTHICK A 13-MAY-1992 CIVIL ENGINEERING (FULL TIME) Supplementary Processed
6 28105162 MARIMUTHU P 07-MAR-1991 CIVIL ENGINEERING (FULL TIME) Supplementary Processed
7 28105190 SURESH M 03-FEB-1992 CIVIL ENGINEERING (FULL TIME) Supplementary Processed
Note: Red: Student Rejected
Displaying topics 1 - 7 of 7
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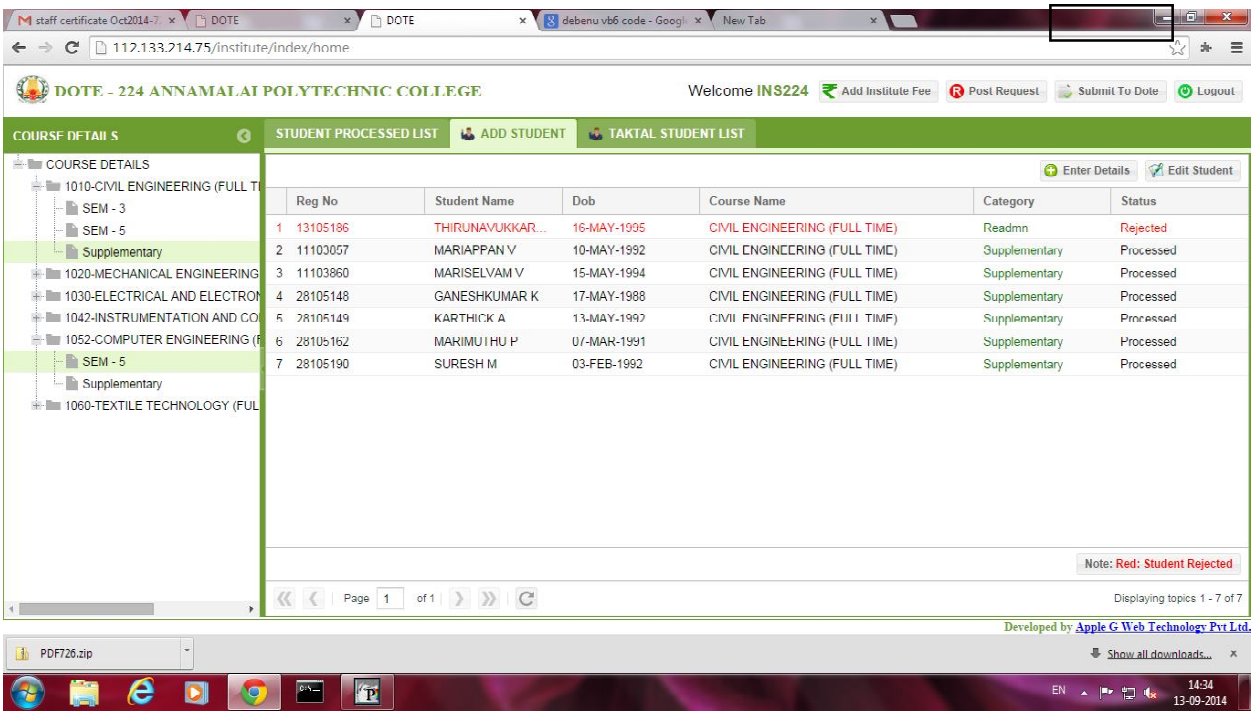
After completing all editing works, click **SUBMIT TO DOTE** button.


112.133.214.75/institute/index/home
DOTE - 224 ANNAMALAI POLYTECHNIC COLLEGE
Welcome INS224
Add Institute Fee
Post Request
Submit To Dote
Logout
COURSE DETAILS
STUDENT PROCESSED LIST
ADD STUDENT
TAKTAL STUDENT LIST
Enter Details
Edit Student
Reg No | Student Name | Dob | Course Name | Category | Status
1 13105186 THIRUNAVUKKAR... 16-MAY-1995 CIVIL ENGINEERING (FULL TIME) Readmn Rejected
2 11103857 MARIAPPAN V 10-MAY-1992 CIVIL ENGINEERING (FULL TIME) Supplementary Processed
3 11103860 MARISELVAM V 15-MAY-1994 CIVIL ENGINEERING (FULL TIME) Supplementary Processed
4 28105148 GANESHKUMAR K 17-MAY-1988 CIVIL ENGINEERING (FULL TIME) Supplementary Processed
5 28105149 KARTHICK A 13-MAY-1992 CIVIL ENGINEERING (FULL TIME) Supplementary Processed
6 28105162 MARIMUTHU P 07-MAR-1991 CIVIL ENGINEERING (FULL TIME) Supplementary Processed
7 28105190 SURESH M 03-FEB-1992 CIVIL ENGINEERING (FULL TIME) Supplementary Processed
Note: Red: Student Rejected
Displaying topics 1 - 7 of 7
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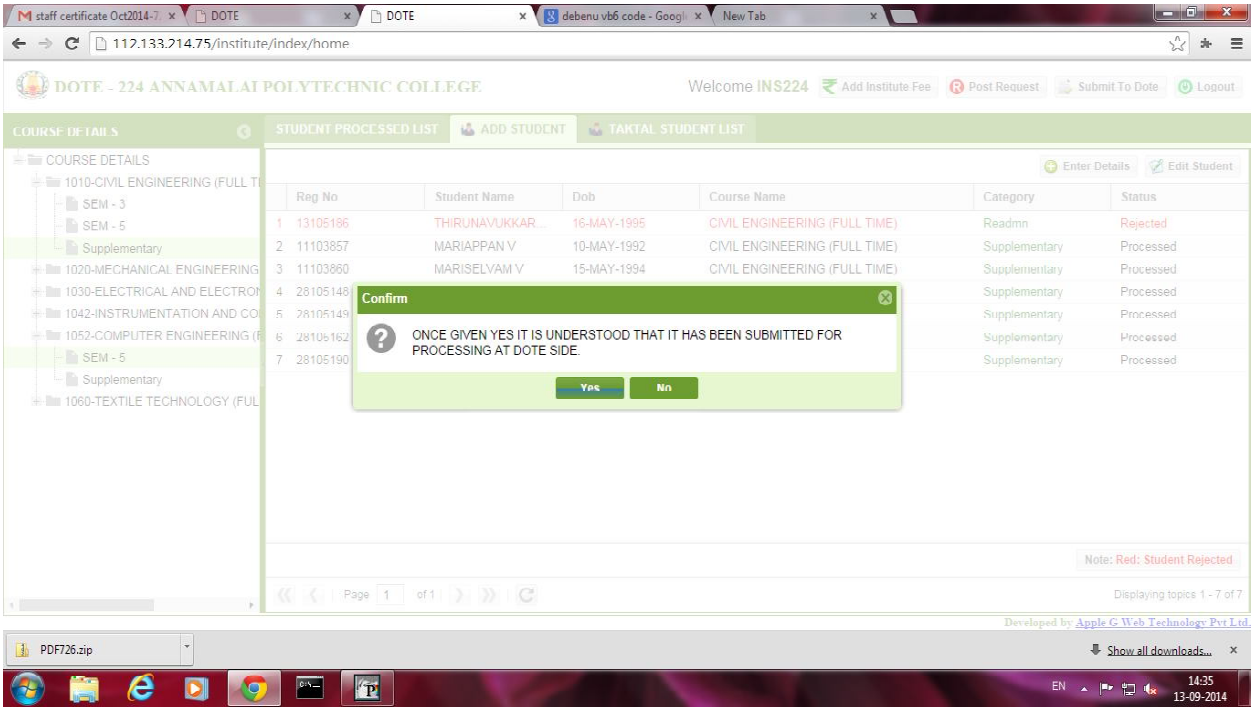
Online Nominal Roll (Tatkal) Editing



A confirmation dialog box will be displayed. Press **Yes** to confirm. Please remember that the action is not reversible.

for
reading this User Manual
carefully